

FACULTY LIBRARY BORROWING PRIVILEGES

Academic Senate Policy Recommendation F77-23

At its meeting of October 11, 1977, the Academic Senate approved the following resolution as an addendum to the Faculty Library Borrowing Privileges and Regulations approved by the Academic Senate on November 23, 1971:

- Whereas, It is the opinion of the Academic Senate that academic courtesies requires all members of the academic community to return loaned materials to the Library when requested to do so; and
- Whereas, the University Library has only been partially successful in recalling some faculty held materials; and
- Whereas, the University Library endeavors to be equitable to everyone it serves, the Academic Senate

Resolves that:

- (1) The borrowing period for faculty continues to be one semester in duration, with materials subject to recall within four weeks and thereafter;
- (2) the date for return of semester loaned materials to the Library will be the day that semester grades are due and a reminder announcing this date will be sent out by the Library each academic year on or about December 1 and May 1;
- (3) and that in addition to the rules and regulations stated in the Faculty Manual under Library, the following be included:
  - (a) If after the four week borrowing period, another borrower requests loaned material charged to a faculty person, the materials must be returned within seven (7) working days after notification from the Library. With lapse of this seven working day period, faculty who have not complied with the recall notices are delinquent and their library loan privileges are suspended. Upon return of the loaned material or settlement with the Library Circulation Department, loan privileges will be immediately reinstated.
  - (b) Faculty who exercise their prerogative to keep loaned materials for the full semester, provided that these materials have not been recalled, must return these materials by the day that semester grades are due. Notices of delinquency of loaned materials will be sent on the first teaching day of the subsequent semester. Faculty who are still delinquent fifteen (15) working days from the sending of notices will lose their library borrowing privileges. An immediate reinstatement of borrowing privileges will occur following return or settlement of overdue materials with the Library Circulation Department.